



## CITY OF SOUTH PASADENA AGENDA

### Library Board of Trustees – Regular Meeting

Thursday, June 14, 2018 – 7:00 p.m.

Location: Library Conference Room – 1100 Oxley Street  
(Enter using the Diamond Street Door Access)

#### Board Members

Brendan Durrett; Carolyn Flemming; Luther Luedtke; Alan H. Jutzi; and David Uwins

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**Minutes:** Review and approve draft minutes of the special meeting held May 3, 2018 and the minutes from the regular meeting held May 10, 2018.

#### Public Comments and Suggestions:

*Time is reserved for those in the audience who wish to address the Library Board of Trustees. The audience should be aware that the Board may not discuss details or vote on non-agenda items. Concerns may be referred to staff or placed on a future agenda. Public input will also be taken during all agenda items. Time allotted per speaker: 3 minutes.*

#### Public Comment:

#### Action Items:

1. Request for Approval of Community Room Cancellation Policy
2. Request for Approval of Library Card Policy Fee Changes
3. Request for Approval of Reproduction of Historic Photographs Policy Fee Changes
4. Request for Cancellation of July 11, 2018 Meeting Due to Lack of a Quorum

#### Discussion Items:

1. Introduction of Luther Luedtke to Library Board of Trustees
2. Presentation by Tim Carey Regarding Proposed Stained Glass Window for Ray Bradbury Conference Room
3. Library Budget for 2018/19
4. 5 Year Capital Plan
5. Library Fee Update
6. Library Foundation Possibilities
7. Library Maintenance of Effort for Measure L Funding
8. Order of Library Single Service Desk and Computer Workstation Furniture
9. Digital Services Librarian Recruitment
10. Ron Koertge, South Pasadena Poet Laureate
11. Library 'California Listens' Digital Storytelling Project
12. Draft Fundraising Letter for Estate Planning Attorneys
13. Restoration Concert Committee Proposed Summer 2019 Classical Music Festival

**Communications and Correspondence:**

**Reports:**

1. **Board President:** Brendan Durrett
2. **City Council Liaison:** Councilmember Diana Mahmud
3. **Friends Representative:** Kristen Dubé
4. **Trustee Liaison to Friends:** Carolyn Flemming
5. **Assistant Library Director:** Cathy Billings
6. **Director of Library, Arts & Culture:** Steve Fjeldsted

**New Business:**

**Adjournment:**



If you need special assistance to participate in this meeting, please contact the Library Administrative Office at (626) 403-7335.

**PUBLIC ACCESS TO LIBRARY BOARD OF TRUSTEES MEETING AGENDA PACKETS AND DOCUMENTS DISTRIBUTED BEFORE A MEETING.**

Prior to meetings, agenda packets are available at the following locations:

- South Pasadena Public Library, Reference Desk, 1100 Oxley Street
- South Pasadena Public Library, Administrative Office, 1100 Oxley Street

Individuals can be placed on an email notification list to receive forthcoming agendas by calling the Library's Administrative Office at (626) 403-7330.

Any disclosable public records related to a Discussion or Action item(s) appearing on a regular meeting Agenda of the Library Board of Trustees that have been distributed to a majority of its members less than 72 hours before the meeting are made available for public inspection at the above locations. These documents are also made available both before and after the meeting in the Library Administrative office during their regular business hours on the 2<sup>nd</sup> floor. During the meeting, these documents are included in the Counter Copy of the Agenda packet kept at the Library Reference Desk. The Administrative Office and the Reference Desk are located in the South Pasadena Public Library at 1100 Oxley Street.

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*I declare under penalty of perjury that I am employed by the City of South Pasadena and that this agenda has been posted on the City's website [www.southpasadenaca.gov](http://www.southpasadenaca.gov) and bulletin board in the courtyard at City Hall located at 1414 Mission Street, South Pasadena, CA. as required by law.*

Date: 6/11/18

Signature: Steve W. Fjeldsted